



भारत सरकार
Government of India
परमाणु ऊर्जा विभाग
Department of Atomic Energy
निर्माण, सेवा एवं संपदा प्रबंध निदेशालय
Directorate of Construction, Services & Estate Management
आबंटन अनुभाग/Allotment Section

विक्रम साराभाई भवन,
Vikram Sarabhai Bhavan,
दूसरा तल, उत्तर स्कंध,
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**Provision of Chummary Accommodation for children of
outstation officers studying in Mumbai – Existing Guidelines.**

This Directorate is providing Chummary Accommodation to the children of DAE employees who are posted outstation. At present there are 15 flats are earmarked for accommodating children of DAE employees in the flat used for this purpose. Parents desiring to avail of the accommodation for stay of their children may submit application for the same through Proper Channel. The salient features of allotment of Chummary Accommodation are as under:-

1. The allotment year for this purpose will be reckoned from 15th July to 14th July of the following year.
2. Children of DAE employees posted outside Mumbai only are eligible to be admitted.
3. An employee who owns a house either in his/her name or in the name of his/her spouse either in Mumbai or adjoining Municipal area will not be eligible to seek Chummary Accommodation in respect of his/her son/daughter.

4. An employee who has given notice for voluntary retirement or resignation from service will not be eligible for allotment of Chummary Accommodation for his/her son/daughter.
5. After allotment of Chummary Accommodation if the parent ceases to be in service of DAE for reasons other than superannuation or death, the student should be withdrawn from the Chummary Accommodation within one month from the date of cessation of service.
6. In case of an Officer who retires on superannuation or dies, the student will normally be allowed to continue in the Chummary Accommodation for the current academic year only.
7. The Chummary Accommodation will be given only to students admitted to courses beyond Xth Standard.
8. No arrangement for messing will be made by DCS&EM. The students, however, may make common arrangement for messing or separately as convenient to the inmates.
9. Applications should be submitted in the prescribed form.
10. If there are more applications than the number of seats available, allotment will be made by lots by Estate Officer/CAO, DCS&EM and the concerned employees will be informed accordingly.
11. The accommodation provided in the flat reserved for the purpose should be treated as transit arrangement and the student should apply for accommodation provided by the College/University as the case may be and vacate the departmental accommodation as soon as they get accommodation from the Collage/University or any other alternative arrangement is made by the students/parents for the stay of the students.

12. The charges are ₹ 250/- p.m. (Licence fee ₹ 210/- and Allied Charges ₹ 40/-) per student. In addition an amount of ₹ 1,000/- is to be paid towards Security Deposit. The applicant/employee has to pay the amount in advance.

13. The DCS&EM, will not take any responsibility of the personal belongings of the occupants or guardianship of the students.

14. The decision of the Estate Officer/CAO, DCS&EM will be final in all matters regarding allotment, cancellation and enforcement of regulations concerning the occupation of accommodation.

**“THE REVISION OF ABOVE GUIDELINES AND
LICENCE FEE IS UNDER CONSIDERATION WILL
BE REVISED SHORTLY”.**

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DIRECTORATE OF CONSTRUCTION, SERVICES AND ESTATE MANAGEMENT
(आबंटन अनुभाग/Allotment Section)

विक्रम साराभाई भवन,
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मुंबई/Mumbai-400 094

अणुशक्तिनगर में विद्यार्थी चुमरी आवास के आबंटन हेतु आवेदन
APPLICATION FOR ALLOTMENT OF STUDENTS CHUMMARY ACCOMMODATION IN
ANUSHAKTI NAGAR / CHEMBUR.

1.	अधिकारी का नाम/पदनाम/प्रभाग/इकाई Name/Designation/Divn/Unit Of the Officer	
2.	कार्यालय का पूरा पता Full Office Address	
3.	अधिर्वषिता की तिथि Date of Superannuation	
4.	बच्चे का नाम एवं आयु जिसके लिए आवास अपेक्षित है Name, age of the Child for whom Accommodation required	
5.	अधिकारी के साथ संबंध Relationship with the Officer	
6.	पाठ्यक्रम का नाम जिसमें बच्चे ने प्रवेश लिया हो Name of the course in which the Child is admitted	
7.	कॉलेज/संस्था का पूरा पता जहां बच्चा पढ़ रहा है Full address of the College/Institute where the child is studying	
8.	पाठ्यक्रम की अवधि Period of the Course	
9.	तिथि/माह/वर्ष जब पाठ्यक्रम पूरा होगा Date/Month/Year when the Course Will be completed	
10.	कॉलेज/संस्था द्वारा जारी पहचान पत्र सं. Identity Card No. etc. issued by the College/Institute	
11.	वह अवधि जिसके लिए चुमरी आवास की अनुमति चाहिए। Period for which permission of Chummary accommodation is sought	
12.	क्या बच्चा किसी सरकारी/अर्धसरकारी/संस्था में कार्यरत है (कृपया 'हाँ'/'नहीं' लिखें) Whether the Child is working in any Govt./Semi Govt./Pvt. Organisation (Please say 'Yes' or 'No')	

नोट Note :

- 1) आवेदन के साथ बच्चे के पाठ्यक्रम में प्रवेश के समर्थन में दस्तावेजी साक्ष्य संलग्न करें।
Documentary evidence in support of the child's admission to the Course should be enclosed with the application.
- 2) रु.250/- प्रतिमाह लाइसेंस शुल्क तथा संबद्ध प्रभार रु.1000/- सुरक्षा जमा के रूप में भुगतान करने पर आबंटन आदेश जारी किया जाएगा। अनुरक्षण इकाई से फ्लैट खाली करने की रिपोर्ट मिलने पर ही सुरक्षा जमा राशि वापस की जाएगी।
Allotment order will be issued on payment of Rs. 250/ per month towards licence fee and allied charges and Rs. 1000/- as Security Deposit. The security deposit will be refunded only on receipt of vacation report from the maintenance unit.

वचन/UNDERTAKING

मैंने अणुशक्तिनगर में विद्यार्थी चुमरी आवास के आबंटन हेतु योजना की मुख्य बातों को ध्यान से पढ़ा है।

I have gone through the salient features of the scheme for allotment of students chummary accommodation in Anushakti Nagar.

मेरे नाम से या मेरे परिवार के किसी सदस्य के नाम से बृहत् मुंबई या उसके आसपास के क्षेत्र में आवास नहीं है।

I do not own a residential accommodation in my name or in the name of any member of my family in Greater Mumbai or adjacent Municipal areas.

मैं समझता हूँ कि यदि मेरे लड़के/लड़की को चुमरी आवास की अनुमति दी गई है तो यह अनुमति, केवल अनुमत अवधि के लिए ही वैध होगी, इसके अगले वर्ष हेतु अलग से आवेदन करना होगा।

I understand that if my son/daughter is admitted to the chummary accommodation, the admission will be valid only for the period permitted. For the subsequent year separate application has to be made.

मैं, बच्चे को आवास देने के पहले ही लेखा अधिकारी, निसेसंप्रनि के पास अपेक्षित क्षतिपूर्ति राशि को जमा करूंगा, यदि बच्चा किसी कारण से होस्टल छोड़ देता है तो मैं किसी भी राशि (केवल सुरक्षा जमा राशि को छोड़कर) के लिए दावा नहीं करूंगा।

I shall deposit the required compensation with Accounts Officer, DCSEM in advance before the child is provided with accommodation. I shall not claim any refund (except security deposit) if the child leaves the Hostel due to any reason.

मैं जानता हूँ कि यदि मेरा बच्चा अनुशासनहीन व्यवहार करेगा, तो एक माह का नोटिस देकर चुमरी आवास का आबंटन रद्द कर दिया जाएगा। इस संबंध में मुख्य प्रशासन अधिकारी का निर्णय अंतिम होगा और मैं उसका पालन करूंगा।

I am aware that if the behavior of my child is reported to be indisciplined, the allotment of the chummary accommodation will be cancelled by giving one month's notice. The decision of the CAO, DCSEM in this respect shall be final and I shall abide by the same.

मैं उक्त अवधि के दौरान स्वैच्छिक सेवा निवृत्ति या त्यागपत्र का प्रस्ताव नहीं रखूंगा।

I do not propose to resign or seek voluntary retirement during the period in question.

मेरे बेटे/बेटी को जहां वे अध्ययन करते हैं, उस संस्था/कॉलेज से वजीफा या वित्तीय सहायता नहीं मिलती है।

My son/daughter is not in receipt of any stipend/financial assistance from the College/Institute where he/she is studying.

मैं घोषणा करता/करती हूँ कि मेरा बेटा/बेटी किसी भी संस्था में कार्य नहीं करता/करती है। यदि वे अध्ययन के दौरान कहीं पर नौकरी स्वीकार करते हैं तो मैं वचन देता/देती हूँ कि निसेसंप्रनि को सूचित करूंगा/करूंगी और उन्हें विभागीय आवास से निकाल लूंगा/लूंगी।

I declare that my son/daughter is not working in any Organisation. In case he/she accepts employment anywhere during the course of his/her studies, I undertake to inform DCSEM and to remove him/her from the Departmental accommodation.

मैं घोषणा करता हूँ कि मेरी जानकारी के अनुसार ऊपर भरी गई सूचना सही है।

I declare that the information furnished above is true to the best of my knowledge.

हस्ताक्षर/Signature :

नाम/Name :

पदनाम/Designation :

कं.को.सं./C.C. No. :

यूनिट/ Unit :

दिनांक/Date :

(संबंधित इकाई के प्रभाग के प्रशासनिक प्रधान द्वारा भरा जाए।)

(TO BE COMPLETED BY THE HEAD OF THE ADMINISTRATION OF THE DIVISION OF THE UNIT CONCERNED)

प्रमाणित किया जाता है, अधिकारी द्वारा उपर्युक्त भरी गई जानकारी सही है। अधिकारी ने त्यागपत्र अथवा स्वैच्छिक सेवानिवृत्ति हेतु सूचना नहीं दी है।
Certified that information furnished above by the Officer is correct. The officer has not given notice for resignation or voluntary retirement.

प्रशासनिक प्राधिकारी के सील सहित हस्ताक्षर
Signature with seal of the
Administrative Authority

दिनांक/Date :

पता/Address :

प्रति/To,

मुख्य प्रशासन अधिकारी/Chief Administrative Officer,
निर्माण सेवा एवं संपदा प्रबंध निदेशालय
Directorate of Construction, Services And Estate Management,
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